



# ALABAMA LIQUEFIED PETROLEUM GAS BOARD

## CLASS "A" PERMIT APPLICATION

Application is hereby made in compliance with the provisions of Section 9-17-105 of the Code of Alabama, 1975 and Rules and Regulations promulgated by the Alabama Liquefied Petroleum Gas Board.

### **SECTION I**

#### **COMPANY INFORMATION**

**Permit Business Name** \_\_\_\_\_

**Select Correct Designation:**  **Corporation**  **LLC**  **Partnership**  **Individual**

#### **PHYSICAL ADDRESS**

**Street Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

#### **MAIL ADDRESS**

**PO Box** \_\_\_\_\_ **or Street Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

#### **CONTACT INFORMATION**

**Contact Person** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Email Address** \_\_\_\_\_

#### **OFFICERS, PARTNERS, OR OWNERS**

<b>Name (Please Print)</b>	<b>Title</b>	<b>Email Address or Telephone Number</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

#### **QUALIFYING STORAGE BULK PLANT**

**Street Address** \_\_\_\_\_ **City** \_\_\_\_\_

**Total Water Gallon Capacity** \_\_\_\_\_ (minimum 30,000 gallons)

**WGC of Smallest Container** \_\_\_\_\_ (minimum 6,000 gallons)

**SECTION II**

**PERMIT EMPLOYEES**

List the names of employees where applicable.

**Bobtail Driver(s):**

- 1. \_\_\_\_\_ 3. \_\_\_\_\_
- 2. \_\_\_\_\_ 4. \_\_\_\_\_

**Transport Driver(s):**     **Listed Below**     **No transport operations**

- 1. \_\_\_\_\_ 2. \_\_\_\_\_

**Service Technician(s):**

- 1. \_\_\_\_\_ 2. \_\_\_\_\_

- 1. I understand that the Alabama LP-Gas Board is the authority having jurisdiction related to LP-Gas permitting and code enforcement. \_\_\_\_\_  
**Initials**
- 2. I will abide by directives, cease and desist orders, condemn notices, or “red tags” issued by the Administrator or Inspectors of the Alabama LP-Gas Board. \_\_\_\_\_  
**Initials**
- 3. I will provide an adequate safety training program for my personnel. \_\_\_\_\_  
**Initials**
- 4. I will take advantage of educational and training programs for my employees which are available in the LP-Gas industry. \_\_\_\_\_  
**Initials**
- 5. I agree that my employees will have a thorough knowledge of all the rules and regulations administered by the Alabama LP-Gas Board. \_\_\_\_\_  
**Initials**
- 6. I understand that each employee must obtain an *Employee Competency Card* from the Alabama LP-Gas Board before performing any job functions allowed under this permit. \_\_\_\_\_  
**Initials**
- 7. I understand that as an LP-Gas permit holder, I am the professional in LP-Gas matters for my customers relative to their knowledge level, and that professionalism must be ever present when making decisions that may contribute to code violations and issues of customer safety. \_\_\_\_\_  
**Initials**

## **SECTION III**

### **ITEMS REQUIRED WITH APPLICATION**

The following attachments are required to accompany this application:

1. This application must be recorded as received in the board office in Montgomery with all required sections completed with sufficient time for the Administrator to review and verify prior to the Board's next regular scheduled meeting for consideration at the meeting. The Administrator shall determine the amount of time necessary for review not to exceed 30 days.
2. Include a copy of your company's *Articles of Incorporation* or *Articles of Organization (LLC)*. Out-of-State corporations and LLCs must be registered with the Alabama Secretary of State's office as foreign entities doing business in Alabama.
3. New applicants shall submit evidence of retail experience under a Class A permit holder or comparable out-of-state business for a period of at least five years to be verified by the Administrator.
4. A check or money order for the application fee made payable to the "Alabama LP-Gas Board" in the amount of \$300.
5. The enclosed *Declaration of U.S. Citizenship or Lawful Presence of an Alien* form must be completed by the person signing the application and returned with required identification documentation (i.e. copy of driver license, passport, etc.) See list on back of form.
6. A *Certificate of Insurance* must be provided as proof of minimum liability insurance coverage amounts, and the following fields on the certificate should be completed as detailed below:
  - *Description of Operations* – "Class A Permit"
  - *Certificate Holder* – "Alabama LP-Gas Board, PO Box 1742, Montgomery, AL 36102"
7. Prior to board consideration, the owner applicant, or a designated employee representative, must demonstrate safety knowledge and experience by obtaining through board examination the following competency endorsement credentials regardless of whether these specific tasks will initially be performed under the permit: Bobtail Driver, Bulk Plant Installation/Repairs, Cylinder & Motor Fuel Dispensing, Legal Compliance, Service Technician (Residential & Commercial), and Tank Install/Removal/Inspect.
8. A current motor vehicle report (MVR) must be submitted for each employee that will be transporting LP-Gas.

Return application and attachments to:  
Alabama LP-Gas Board  
PO Box 1742  
Montgomery, AL 36102-1742  
Telephone (334) 241-8887 Fax (334) 240-3255

## **SECTION IV**

### **EXPERIENCE IN LP-GAS INDUSTRY**

**Provide a detailed statement of your experience related to the following areas of the industry:**

(Attach additional pages if necessary)

#### **Product Supply**

#### **LP-Gas System Installations / Repairs**

#### **Bobtail Delivery of LP-Gas to Customers**

#### **Safety**

**SECTION V**

**SIGNATURE**

The undersigned petitioner hereby requests that this application be approved by the Alabama LP-Gas Board and certifies that he/she has read the above application and is familiar with its contents and that the information set forth in the application and attachments is true and correct.

By: \_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Print Name & Title of Applicant)

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Social Security Number – Mandatory for Permit Issuance

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ (mm/dd/yyyy)

**NOTARY PUBLIC**

The State of \_\_\_\_\_

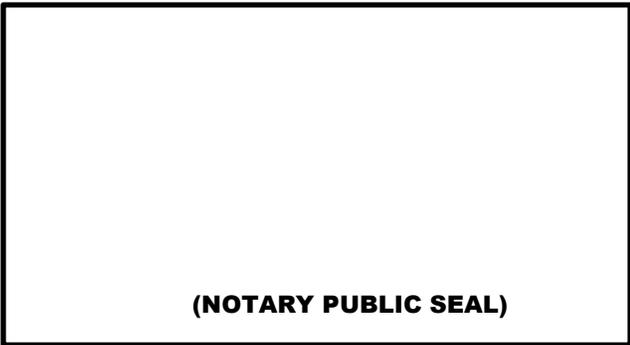
County \_\_\_\_\_

Before me, the undersigned, on this day,  
personally appeared

\_\_\_\_\_

known to me to be such person, who after having been by me first sworn, deposes and says on oath that he/she is the same person who subscribed the name of the above stated applicant to the foregoing instrument, and that he/she signed the same as the deed and act of said applicant and in the capacity therein set forth, and that he/she has carefully read the foregoing statements and representations made in said instrument and attachments, and that the same are true in substance and in fact.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_



(NOTARY PUBLIC SEAL)

\_\_\_\_\_  
Notary Public (Signature)

\_\_\_\_\_  
Notary Public (Print or Type)

**SECTION VI**

**FOR USE BY THE ADMINISTRATOR OF THE ALABAMA LP-GAS BOARD**

**Date Application Received** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Date of Issuance of Temporary Authorization** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Date Application Considered by the Board** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Action by Board Action:**      **Approved**      **Disapproved**      **Other**

**Explanation of board action:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date of Issuance of Permit** \_\_\_\_ / \_\_\_\_ / \_\_\_\_     **Class "A" Permit Number** \_\_\_\_\_

**Sworn and Attested by:**

\_\_\_\_\_  
**(Administrator, Alabama LP-Gas Board)**

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yyyy)

**ALABAMA LP-GAS BOARD**  
**PO BOX 1742**  
**MONTGOMERY, ALABAMA 36102-1742**  
**PHONE: (334) 241-8887**  
**FAX: (334) 240-3255**